

FLEET MANAGEMENT

BUDGET UNIT: MOTOR POOL (IBA VHS)

I. GENERAL PROGRAM STATEMENT

Fleet Management's Motor Pool Division operates as an internal service fund with rental rates on fleet vehicles to provide for replacement, fuel, maintenance, insurance, overhead and other operational costs. Motor Pool currently has ownership and responsibility for 1,885 automobiles, vans, pickup trucks and various specialty vehicles assigned to county departments. Activities and programs of the Motor Pool Division are financed and accounted for as an internal service fund by which all operational costs are distributed to user departments through service rates.

II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Estimated 2001-02	Budget 2002-03
Total Operating Expense	8,631,417	8,528,274	8,192,222	8,650,585
Total Revenue	10,779,476	10,009,521	10,954,512	10,992,000
Revenue Over/(Under) Expense	2,148,059	1,481,247	2,762,290	2,341,415
Fixed Assets	1,585,454	2,090,000	2,090,000	6,000,000
Budgeted Staffing		8.1		8.1
<u>Workload Indicators</u>				
Number of Vehicles in Fleet	1,885	1,850	1,800	1,925
Total Miles Driven	20,219,500	20,317,000	19,484,000	21,150,000

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

None

PROGRAM CHANGES

None

OTHER CHANGES

None

IV. POLICY ITEMS

None

V. FEE CHANGES

None

GROUP: Internal Services
DEPARTMENT: Fleet Management - Motor Pool
FUND: Internal Services IBA VHS

FUNCTION: General
ACTIVITY: Central Motor Pool

ANALYSIS OF 2002-03 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget	F Recommended Program Funded Adjustments	E+F G 2002-03 Proposed Budget	H Policy Items
	2001-02 Year-End Estimates	2001-02 Final Budget	Base Year Adjustments	Mid-Year Adjustments				
Appropriations								
Salaries and Benefits	595,235	616,263	59,038	-	675,301	-	675,301	
Services and Supplies	5,428,568	5,740,211	(535,703)	-	5,204,508	-	5,204,508	
Central Computer	3,125	6,506	(2,024)	-	4,482	-	4,482	
Total Exp Authority	6,026,928	6,362,980	(478,689)	-	5,884,291	-	5,884,291	
Depreciation	2,165,294	2,165,294	601,000	-	2,766,294	-	2,766,294	
Total Operating Expense	8,192,222	8,528,274	122,311	-	8,650,585	-	8,650,585	
Revenue								
Use of Money & Prop	163,858	150,000	15,000	-	165,000	-	165,000	
Current Services	10,639,537	9,709,521	942,479	-	10,652,000	-	10,652,000	
Other Revenue	151,117	150,000	25,000	-	175,000	-	175,000	
Total Revenue	10,954,512	10,009,521	982,479	-	10,992,000	-	10,992,000	
Revenue Over/(Under) Exp.	2,762,290	1,481,247	860,168	-	2,341,415	-	2,341,415	
Fixed Asset Exp								
Struct & Improv Structs	60,000	60,000	(60,000)	-	-	-	-	
Equipment	30,000	30,000	(30,000)	-	-	-	-	
Vehicles	2,000,000	2,000,000	4,000,000	-	6,000,000	-	6,000,000	
Total Fixed Assets	2,090,000	2,090,000	3,910,000	-	6,000,000	-	6,000,000	
Budgeted Staffing		8.1	-	-	8.1	-	8.1	

FLEET MANAGEMENT

Base Year Adjustments

Salaries and Benefits	59,038	MOU and retirement increases
Services and Supplies	(535,703)	Inflation, risk management liabilities, EHAP, offset by a decrease for maintenance costs due to a reduction in the age of the fleet, and the completion of the purchase of the Fleet Management Information System (FMIS)
2410 Central Computer	(2,024)	
Depreciation	<u>601,000</u>	
Total Operating Exp	<u>122,311</u>	
Total Revenue	<u>982,479</u>	
Revenue Over/(Under) Exp.	<u>860,168</u>	
Fixed Assets	3,910,000	